2017 Parade Entry Form

Name of Entry: ______________________
Contact Person: ______________________
Address: ____________________________
City: _______________________________
Zip Code: __________________________
Telephone: _________________________
Cell: _______________________________
Email: ____________________________

Have you participated in the Ethnic Expo parade before? Yes ___ No ___

Note: Please review attached Parade Rules and Regulations!

Please describe your entry: What would you like announcers to say about your entry? Please note there is no guarantee everything you request will be mentioned.

________________________________
________________________________
________________________________
________________________________
________________________________

Space Allocation: Please supply information regarding your entry in terms of approximate width and length on cars/trucks/trailers, etc. Also, if your entry includes equestrian units or walkers, let us know how many. This will allow us to determine space allocation requirements for the pre-parade staging process.

________________________________
________________________________
________________________________

Sound: Playing music? Yes ___ No ___ Using Horn and/or Siren? Yes ___ No ___

Entry Categories: Please check one.

____ Band
____ Motorized – Performing Entry
____ Automobile/Truck….Pre 1960
____ Automobile/Truck….1960-present
____ Community Group Award – Youth Groups
____ Community Group Award - Church Groups
____ Community Group Award – Business/Adult Groups

Deadline for Parade Entry: Friday, September 22nd 2017

On behalf of the above organization, I agree to abide by the attached rules and regulations for the Ethnic Expo Parade:

_________________________________  __________________________
Contact Person  Signature  Date

PARADE DATE: SATURDAY, OCTOBER 14, 2017, START: 11:00 AM
Thank you for your participation!! Please use above email for additional information.
2017 Ethnic Expo Parade
Rules and Regulations

The ETHNIC EXPO Steering Committee has established the following rules and regulations. Any participant who registers and signs the entry form agrees to rules and is responsible to see that anyone included in their entry also abides by them. Your safety and the need for an “on time” parade are important and the basis for these rules. Anyone breaking these rules will be pulled from the parade by an official along the route and will be barred from further participation in EXPO parades.

1. All entries must be approved for size and content by the parade committee and must be fully described on the registration form. Only pre-approved literature/promotional materials may be distributed during the parade. Pre-approval must be in writing by the Ethnic Expo Board.

2. Any entry including minors must provide adult supervision at their staging area.

3. Only parade participants are allowed in staging areas. Congestion in these areas in the past has hindered our ability to organize the parade. Parents please leave your child/children with the designated adult supervisor and leave the staging area.

   The south entrance of the Cummins Parking Lot staging area has been designated as a ‘drive through drop off’ for parade participants. Groups expecting children to be dropped off should coordinate appropriate drop off time and volunteers at this location to accept and guide children to assigned staging location. No parking will be allowed within the Cummins Parking Lot to ensure the staging location remains as safe as possible.

4. Candy must be handed not thrown from parade entries. This is a safety rule to keep children from running into the street or between two moving vehicles.

5. Horns and/or sirens will be allowed as long as they do not disrupt bands and musical floats. Taped or live music on floats is encouraged. Please note this on your entry form if you will be using a horn and/or a siren, or music note this on your application so the parade committee can line you up accordingly.

   Within staging locations, horns, sirens, or music must be kept at a minimum level to ensure that instructions from staging volunteers can be heard.

6. There will be no stopping or slowing down along the route to allow anyone to leave a parade vehicle and return. You need to keep up with the group in front of you in order to keep the parade moving.

   Pace set by the lead off Police car must be maintained; walkers must be able to maintain a standard walking pace. Participants may BRIEFLY perform at the Judges’ stand but not along the parade route. All Judging will be completed prior to parade.

7. Local, State and Federal Officeholders are responsible for a sign with their name (office optional) on a motorized vehicle. The officeholders may walk but must be followed by a decorated vehicle.

8. Each political party may have a maximum of two entries. Political literature or other political materials should not be distributed during the parade. Political candidates are encouraged to campaign one-on-one prior to the parade and/or during the festival on Friday or Saturday.

9. All disputes are settled at the discretion of the identified parade official. No abusive language will be tolerated.

10. A uniformed officer will be present in the parade assembly area as needed.
11. Motorized parade floats and towing apparatus shall be provided with a minimum 2-A, 10-B:C-rated portable fire extinguisher readily accessible to the operator.

12. Equestrian entries must provide catch mechanism or street cleaning followers.

13. No semi-trailer trucks will be allowed in the parade. Walkers should have banners to identify their group and/or organization.

14. Diagram of Parade staging areas in the Cummins Parking Lot and Mill Race:

15. Your entry must be in its staging location by 10:00am to be considered for judging. The judges will make their decisions based on your activities within the staging locations.

16. After the registration deadline has passed the parade coordinator will mail to each entry a confirmation letter containing your entry number and designated staging location. You must bring your entry number to the staging location and it should be displayed on the front left of your entry in order to be visible from the viewing stand.

17. Your entry must be in its staging location by 10:30am or you will not be allowed to stage for the parade. The Columbus streets around the staging areas and the parade route are closed at 10:30am, so access would not be possible.
Dear Ethnic Expo Parade Participant:

Thank you for participating in this year’s Ethnic Expo parade. In an effort to provide a safe environment for parade spectators, we are asking that items such as candy, gum, small toys, etc., NOT BE thrown from parade floats or by any parade participants. Throwing items creates an enormous safety issue for children who run unexpectedly into the street to collect the items. It is very difficult, if not impossible, for our officers to effectively monitor this situation.

Please feel free to have parade “walkers” distribute candy or other items to the crowd by walking along the route or on the sidewalks. Again, we ask that items not be thrown.

Thank you for being an understanding partner in making the Ethnic Expo Parade a safe environment for spectators of all ages.

Sincerely,

Jon Rohde

“To Protect and Serve”